CAPM Certification Exam Eligibility

The CAPM Certification exam's eligibility requirements are easy to meet. Here is a breakout of the eligibility requirements and costs. We also give you a brief overview of how to register for the exam.

CAPM eligibility requirements

- A high-school diploma, general educational development (GED), or global equivalent is required.

- No more experience is required. However, you will need 23 hours of project management training.

  - Course hours may include training in one of the ten project management knowledge areas. These include project integration, scope, scheduling, cost, quality, resources, communication, risk, procurement, or stakeholder management. Courses do not have to be specific to project management. For example, training on quality assurance, or a negotiation course will suffice.

  - You can take the courses from Project Management Institute (PMI) providers, employer-sponsored, universities, or training providers such as Coursera. If you have taken a course through the Project Management Certificate (PC) program, you can present your completion certificate as proof of qualification.

Registration for the exam

To Register, visit the PMI website at www.pmi.org. Your registration will be processed within 24 hours or less once submitted.

There is a fee to take the CAPM certification exam. The cost is $225 for PMI members and $300 for non-members. You do not need to become a member to take the CAPM exam or maintain your status.

The cost of PMI membership varies, depending on your status. When you join for the first time, there is a $10 administrative fee.

- The annual cost for students is $32. The PMI Student Bundle is available to full-time enrolled d students in an accredited degree-granting program.

- The annual cost for individuals is $129

- Retirees pay $65

To register for the exam:

1. Go to www.pmi.org. Click the Certifications tab and select Project Management Professional (PMP)® under Certifications.

2. Select Continue under Apply for CAPM Certification and create an account with PMI. You do not need to be a member to create an account. You will need a username and password.

3. Read the PMI Code of Ethics and Professional Conduct. Before you proceed, you must confirm that you agree with it. **Note:** You will be tested on this code in the CAPM certification exam. Download a copy for your study reference.

4. Provide the requested information regarding your educational experience. The registration process is very short and easy to complete. PMI will contact you within 24 hours to confirm your registration.

5. Once approved, you must provide your credit card information and pay the exam fee. Consider becoming a member. You will receive an immediate $75 discount on the exam as a member. PMI has a wealth of information available to members.

6. You will have an opportunity to take your online exam at your convenience. You will learn more about this subject later in this course.